

Chisago County Citizen Review Panel Meeting Minutes

October 3, 2023, 12:00-2:00 PM

Present: Chisago County: Todd McMurry, Christine Johnson and Karlene Smith | State (DHS): Laura Gapske | Community panel members: Karen Kennedy, Carol Schumann (Chair), Debby Kerschner and Nancy Grossmann | Absent: Peter Grund

YELLOW = ACTION ITEM

Citizen Review Panel Purpose and Founding federal law for panels: Child Abuse Prevention & Treatment Act (CAPTA) states, “Each panel...shall, by examining the policies, procedures, and practices of the State.

Minnesota Statutes, section 256.01, subdivision 15 states that panels “examine the policies and procedures of state and local welfare agencies to evaluate the extent to which the agencies are effectively discharging their child protection responsibilities.”

Chisago County CRP mission: “To provide an opportunity for citizens to play a role in ensuring children are protected from abuse and neglect, and to encourage and help build nurturing homes for children in our communities.”

Minnesota CRP vision: “Community members are powerful partners in shaping local and statewide child welfare policy and practice.”

I. Welcome and introductions:

- Introductions
- Recap last meeting minutes

II. Recruitment and Appointment Process Update:

- Applications have been received by
 1. Nancy Grossmann
 2. Peter Grund
 3. Karen Kennedy
 4. Deborah Kerschner
 5. Carol Schumann
- Todd shared the term start dates with members
- Members were informed of process for re-appointment, removal process, and term end date with Commissioner Harpstead

- There are three vacancies to fill and have apply to the SOS Boards and Commissions website: [Board/Commission Details \(state.mn.us\)](https://state.mn.us/Board/Commission/Details)
- Alyssa has resigned from the CRP and Gapske will check in with Peter because he has not attended the August or Oct CRP meetings
- Recruitment ideas
 - DHS has run ads in local papers
 - DHS has a communications plan in-process
 - Todd will request posting on Chisago County social media and/or website
 - Panel member to meet with a foster parent, Barb, that maybe interested in joining the CRP. Gapske will send Todd sample language.
 - Members discussed an orientation handbook that would be helpful to new members and include meeting dates, confidentiality agreement, acronyms, and overview of role. This would be in addition to the training provided by DHS

III. Finalized CRP Operating Procedures:

- Please see the attached finalized CRP Operating Procedures and CRP Open Appointment Procedures
- Next meeting will follow Open Meeting Laws format and need to identify chair/vice-chair/secretary positions
- DHS webpage is in process for all CRP's to have agendas, meeting mins, and reports on one landing page

IV. Project Identification and Planning Update:

- The sheriff's department did not have resources for kids to identify predators
- Some panel members attended the parent community meeting at Trinity Lutheran Church with guest from the BCA
- Taylor from the BCA was willing to talk and/or present to the CRP
- Karen reached out to the public health nurse
- Panel member looking to the demographics of the Chisago County school districts by reaching out the Jill Esch. Jill us unable to attend meetings due to a scheduling conflict
- Discussion about school mandated reporting polices at each school district. Members agreed to reach out and/or research school polices on child abuse reporting. Gapske will look online to see if they are available first.
 1. Rush City School District-?
 2. North Branch School District-Carol
 3. Chisago School District-Nancy
- The child abuse reporting policies will be reviewed to see if any improvements or ideas could be shared between the districts. Body safety curriculums will also be inquired. Gapske will provide a template email for those reaching out.

V. Reconsideration and Mortality Review

- Todd shared case reconsideration details of determination of threatened sexual abuse/injury

- Four panel members participated in the reconsideration which involved statute conversation and consultation
- The parents may appeal the finding with DHS and be heard by an administrative and district court judge, if they so choose
- It was not an IWCA case
- Karlene shared Chisago County needs to schedule a mortality review soon. Gapske requested to observe to learn their process. The follow folks offered to attend from the panel:
 - Todd
 - Carol
 - Debby

VI. Budget

- Members would like to spend some funds on the orientation binder for new members
- Members would like to reserve funds for the national CRP conference in May 2023

VII. Announcements/Updates:

- 2024 CRP National Conference (see attached flyer)
- Gapske will send out an approximate budget for the panel to consider the budget

VIII. Next Meeting:

Date: December 5, 2023, 12:00-2:00pm (1st Tuesday every other month)

Location: In-person conference 150B room, Chisago County Government Center, Center City, MN